

STATEWIDE  
*Arizona Air National Guard*  
Active Guard/Reserve (AGR) Announcement  
JOINT FORCES HEADQUARTERS/HRO  
5636 East McDowell Road, Bldg M5710  
Phoenix, Arizona 85008-3495  
PHONE (602) 629-4826: DSN 853-4826  
WEBSITE: //dema.az.gov/azng-human-resources

ANNOUNCEMENT NUMBER:  
18-047A

OPENING DATE:  
6-Jan-2018

CLOSING DATE:  
22-Jan-2018

**POSITION TITLE, SERIES, GRADE AND POSITION NUMBER:**

Air Operations Officer, D0307000, O-5/Lt Col (promotable to O-6/Colonel) - O-6/Colonel,  
GS-2101-14, MPCN: 009698961L

APPOINTMENT FACTOR:  
OFFICER ☒ ENLISTED ☐

AFSC:  
11MX

LOCATION OF POSITION: 161st Air Refueling Wing, Phoenix, Arizona

**AREA OF CONSIDERATION:** This position is the Active Guard and Reserve Force and is **open to current members of the (All Units), Arizona Air National Guard.** Individual selected will receive an Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications. **PCS funds are authorized.**

**NOTE:** This position is subject to rotating or night shift work.

**NOTE:** This is a Key Staff Appointment.

**NOTE:** Applicant must be promotable effective 1 Feb 2018. (must have TIG and AWC PME completed)

**NOTE:** Must be able to obtain a Top Secret Clearance.

**NOTE:** Minimum prior squadron command time - 12 months

**NOTE:** Applicants must submit Resume

**NOTE:** Must possess AFSC 11MX.

**NOTE:** Applicants must submit AFFMSII Fitness Scoresheet.

**NOTE:** Applicants must submit Last 4 OPRs.

**NOTE:** Applicants must submit vMPF RIP.

**NOTE:** Applicants may also apply as DSG or DUAL STATUS TECHNICIAN via appropriate application channel.

**NOTE:** AGR placement/promotion is contingent upon Control Grade Availability.

**NOTE:** Announcement is also being announced through USAjob. Please refer to AF-10110288-AF-047.

**INSTRUCTIONS FOR APPLYING:**

**Applications must be submitted following the instructions on this announcement. Incomplete applications will not be processed. Written explanation is required for any missing documents. The following items are mandatory for all AGR announcements:**

- **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position.**
- **Detailed Resume**
- **AZNG Forms 335-2-R, Knowledge, Skills and Ability Supplement**
- **Current Report of Individual Personnel (RIP). RIP can be obtained from the servicing Military Personnel Flight (MPF). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (vMPF). Select 'Record Review' and then 'Print/View All Pages'. For Enlisted Members, documents MUST show your ASVAB scores.**
- **Copy of current Fitness Test scores, if exemptions exist please include the AF 469. Must be within 12 months.**
- **Copy of AF Form 422, Physical Profile Serial Report and DD Form 2992 (for flight status), Flight Physical. (Both forms must be current within 12 months) This form can be obtained from your Wing Clinic.**

**The following documents are not required but strongly recommended for validation of experience/education:**

- **Letter of verification of Security Clearance from local Security Manager.**
- **AZ Form 34-1, Arizona AGR Application Supplement**

**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be postmarked No Later Than the closing date on this announcement.** The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for individuals who are deployed or assigned OCONUS. Please send electronic package, including a copy of deployment orders, by clicking the “Contact Us” link on the Dema.az.gov website then clicking AZNG Human Resources Office link. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

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#### **NATIONAL GUARD REQUIREMENTS:**

1. Must be in compliance with physical fitness, height, weight, and body fat measurement standards as listed in AFI 36-2905.
2. If selected member is pregnant, orders may commence as long the member can safely perform duties within the restrictions of the AF 469 and with chain of command approval.
3. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
4. Individuals who cannot obtain 20 years of Active Federal Service prior to reaching mandatory retirement, age 60 for enlisted personnel, or mandatory separation date for officers and those within their first 24 months of an AGR assignment or reassignment must submit a Statement of Understanding prior to the closing date of this announcement. If selected you must submit a Waiver for Exceptional Circumstances through the HRO remote to the HRO for approval. Waivers must justify why it is in the best interest of the unit, State, or Air National Guard.
5. You must meet eligibility requirements of AFI36-2101 Classifying Military Personnel (Officer and Enlisted) and ANGI 36-101 (The Active Guard/Reserve Program).
6. Individuals selected for Control Grade positions are subject to Control Grade availability.

**Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program**

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**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

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#### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

N/A

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**SPECIALIZED EXPERIENCE:** Must have at least 36 months experience, education, or training arranging or procuring air operations/transportation for personnel, cargo or freight. Working knowledge of leadership skills and operational employment concepts is required. Completion of Air Force pilot training. Experience in overseeing all unit operations activities, both in the air and on the ground and include any of the following Air Operation program support functional areas: Training, Standardization and Evaluation, Tactics, Scheduling, Plans, Command Post, Intelligence, Life Support, Flying Operations and Flight Management. Must pass standardization/evaluation flight examinations and meet annual flying requirements as prescribed by applicable regulations and directives. Performs pilot functions in advanced, heavy, multi-engine, fixed or rotary wing military transport/tanker aircraft on extended flights to domestic/foreign points. Experience coordinating and negotiating with organizations/personnel both orally and in writing to resolve differences/problems.

**BRIEF JOB DESCRIPTION:** This position is located at the 161st Air Refueling Wing, Phoenix, Arizona. Commands and directs administration, training, and employment of Operations Groups. Formulates plans and establishes policies for unit administration, operations, training, employment, maintenance, supply, and safety. Implements directives and operations orders from higher headquarters. Coordinates staff activities pertaining to administration, operations, intelligence, material, comptroller, planning, and programming to ensure accomplishment of unit mission. Directs, observes, and evaluates effectiveness of training programs, availability and combat readiness of assigned crews, and operation and adequacy of support activities.

**SELECTING OFFICIAL:** Colonel Patrick W. Donaldson (patrick.w.donaldson.mil@mail.mil) 602-302-9016.

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